

Washington State Department of Community, Trade & Economic Development Sustainability Report

We have made progress this year in our sustainability efforts. We look forward to improving our efforts in FY06. We have added goals for the Economic Development Division. Our report on our goals are bolded and italicized and the new EDD goals are in bold.

Sustainable Goals for CTED

Communication Goals

Goal 1. Increase CTED staff's awareness of sustainability by June 2005.

Strategy 1. CTED will e-mail a sustainability tip to every staff person monthly starting September 2004. ***We have sent two out this year. The Committee can now send them without waiting for the department wide newsletter.***

Strategy 2. CTED will maintain a Sustainability Committee to implement and revise the plan as needed. The committee will find opportunities to educate staff including: developing written procedures to ensure strategies are implemented; developing sustainability postings in strategic locations (i.e. info on recycling by the garbage); arranging sustainability trainings for employees, e-mailing sustainable tips of the month to all staff; etc. ***The Committee presented sustainability information at CTED's Development Day. It was very well received.***

Goal 2. Increase the environmental consciousness of our publications including reducing hard copy printing by 50% by 2005 and by 75% by 2010.

Strategy 1. All CTED publications will be available on the web. Hard copies will be available by request only.

Strategy 2. When hard copies are needed and printed, we will consider the longevity of the usefulness of the publication. Don't print more than you think you will need.

Strategy 3. All publications will be printed with soy or other non-toxic ink.

Goal 3. The Sustainability Committee will continue to work to improve and implement the plan and communicate with all levels of CTED.

Strategy 1. The Committee will meet on an as needed basis through FY2005 to refine the plan and develop more detailed implementation strategies. ***The Committee has met four times this year.***

Strategy 2. The Committee will report progress on implementation and plan update annually via e-mail to agency staff. ***We updated staff last fall.***

Strategy 3. The Committee will meet with the Management Team each year annually to provide progress reports. ***We met with the Management Team to update them on our plan.***

Strategy 4. The Committee will track the goals set out in this plan and prepare the annual progress report and plan update. ***The progress report and plan update were prepared last fall.***

Strategy 5. The Committee will work with agency staff and appropriate staff from other agencies to collect data for measurement toward agency goals. ***We are working on this for this report.***

Strategy 6. The Committee will increase its membership to include at least one participant from each division by January 2005. *We are still trying to have full representation. We add one member and another one resigns.*

Administrative Services Division Goals

Goal 1. Streamline our services to our customers.

Strategy 1. Continue to reduce the number of warrants and their attachments that are sent out in regular mail.

Community Services Division Goals

Goal 1. Increase staff awareness of sustainability principles by the close of FY05.

Strategy 1. Provide sustainability information and examples of sustainability practices to staff at all division-wide staff meetings; have staff answer short survey at beginning and end of FY05 on sustainability principles, and that asks for information regarding personal sustainability behavior (e.g. two-sided copies, use of state vehicle for travel, etc.) *A baseline survey was taken by division staff earlier in the year.*

Goal 2. Increase contractor awareness of sustainability principles by the close of FY05.

Strategy 1. Provide sustainability information and examples of sustainability practices to contractors some time during FY05, in a manner to be decided by each program within the division.

Goal 3. Implement a battery recycling program. *There is no local battery recycling site so this goal is on hold.*

Strategy 1. Research the feasibility of a battery recycling program. Data will be gathered on battery sizes/types used by Division staff, on locations to take spent batteries for recycling; and on costs associated with recycling (including staff time to recycle batteries and transport to recycle facility, recycle containers, and on recycling charges). Data will be assessed to determine whether it would be feasible to begin a battery recycling program.

Strategy 2. Begin a battery recycling program, if the battery recycling research indicates that it is feasible to do so (i.e. not cost or time prohibitive, given Division resources). Set up recycle containers in strategic locations. Staff remove spent batteries from their machines (personal organizers, computer mice, laptop computers, etc.), and place in recycling containers. Spent batteries are taken to area recycle center.

Economic Development Division Goals

Goal 1. Grow a diversified and sustainable economy. Economic Development works with local, regional and statewide leaders to attract, retain and expand economic activity throughout the state of Washington

Strategy 1. Increase business recruitment, retention and expansion in Washington.

Strategy 2. Enhance the ability of local leaders and their key partners to achieve economic development goals.

Strategy 3. Develop a marketing strategy that ties the various marketing functions of the Economic Development Division together and promotes communities that demonstrate a high degree of business readiness.

Energy Division Goals

Goal 1. Support the use of renewable energy

Strategy 1. Increase the diversity of our electricity supply options with a particular focus on expanded use of energy efficiency, renewable resources, and combined heat and power. *We worked with a wide variety of entities toward this strategy including integrated resource planning, wind development, and the West Coast Governor's Climate Initiative.*

Goal 2. Support the industry development through implementation of our clean/smart energy business plan.

Strategy 1. Increase the number of clean/smart energy businesses in Washington. *We worked with 61 businesses this year and a commercial biodiesel plant is being built in Washington.*

Housing Division Goals

Goal 1. Grow a diversified and sustainable economy.

Objective: Increase investment in home energy conservation and other sustainable building practices that preserve affordable housing.

Strategy 1. Create funding opportunities to promote and reward utility and other investment in low-income weatherization. *\$9.4 million in capital and other funds stimulated matching investments by state's utilities for period July 03-June 05.*

Goal 2: Advance the health, safety and social well-being of families and communities.

Objective: Increase the capacity of housing providers to develop and effectively manage low-income housing.

Strategy 1. Increase the availability of affordable housing by investing the Housing Trust Fund resources in projects that are viable, ready to go and can serve individuals and families that are most in need of assistance according to locally identified housing priorities. *\$88.5 million in capital funds committed to HTF projects throughout the state.*

Strategy 2. Preserve, improve and encourage siting of manufactured homes for affordable housing.

- *65 manufactured homes were relocated through the Mobile Home Relocation Assistance Program due to closing mobile home parks.*
- *75 individuals received training in manufactured home installation laws, regulations and best practices and were certified to properly install manufactured homes.*

Strategy 3. Support and increase the number of affordable housing units through rehabilitation of historic properties.

- *Delridge Neighborhoods Development Association (DNDA), Historic Cooper School*
The Historic Cooper School project will create 36 studio units of permanent live/work studio housing for artists that incorporates mixed-use housing with a neighborhood cultural center focused on arts education for youth.
- *Anacortes Housing Authority, The Wilson Hotel*
This 25-unit project will serve low-wage downtown workers and people with disabilities.
- *Pike Place Market Preservation and Development Authority, LaSalle Hotel*
The Pike Place Market Public Development Authority (PDA) plans a combination of rehabilitation and new construction in the Pike Place Market area.

Strategy 4. Improve the durability and affordability of low-income housing through repair, rehabilitation, and weatherization of low income housing. ***4,459 units served that preserve low income housing stock and reduces energy bills 25 percent on average.***

International Trade Division Goals

Goal 1. Promote Washington's sustainable products.

Strategy 1. Increase the number of sustainable products from Washington that are sold in other countries. The International Trade Division's commitment to the Department's sustainability efforts was to "increase the export of sustainable products and services." ***In the fiscal year ending June 30th, 2005, ITD can report assistance to Washington companies that has resulted in foreign sales of \$3.2 million of products directly related to sustainability, specifically in the areas of emissions reduction, environmentally sound coatings and finishings, and environmental cleanup. To achieve this level of sales ITD responded to approximately 200 requests for service from approximately 120 companies. One of our client companies writes***

"... (CTED's) excellent guidance has resulted in approximately \$1.2 million worth of China business in the first year, and it appears to be the tip of the iceberg. Without CTED, none of this business would have been possible."

***Jay G. Dinnison, CEO
Sharpe Mixers, Inc., Seattle***

Local Government Division Goals

Goal 1. Provide support to Washington communities to improve their sustainability.

Strategy 1. Increase the number of jurisdictions that have adopted critical areas ordinances.

Strategy 2. Increase the percent of development that occurs within urban growth areas within Washington's five largest counties. ***The percent decreased slightly from 86.81% to 85.41% for FY02 and FY03.***

The metrics that are part of EO 5.1:

1. **Green Buildings** - CTED is not building any buildings.

2. **Petroleum Use** - Our estimate of personal miles and Motor Pool miles in FY05 is 769,355. This is similar to FY04. We are working to reduce our vehicle travel. We have not purchased any new four wheel drive vehicles. We purchased one hybrid vehicle in FY05. We have sold our light duty SUV. We have no diesel vehicles. We have no way of tracking petroleum use. Agency assigned vehicles are:

- 2000 Dodge Caravan
- 2 - 2004 Dodge Stratus
- 2 - 2003 Ford Taurus
- 2004 Ford Taurus
- 2002 Ford Taurus
- 2001 Toyota Prius

3. **Fleet Management** - All of our agency vehicles are part of the GA Motor Pool.

4. **Rental Vehicle Use** - Employees request low emissions vehicles whenever possible. We still need to develop a policy.

5. & 6. **Paper** - In FY05 CTED purchased 77 reams of 30% post consumer content paper, 6,934 reams of 40% post consumer content paper, and 625 reams of virgin paper. This is a 10% decrease over last year. Our best estimate of recycling is 99%. We don't buy janitorial paper products.

7. **Energy Efficiency** - Our electricity use went up but our natural gas went down.

Year	kWh	Therms	Sq. Ft.
2003	1,457,640	7,386	84,798
2004	1,648,992	6,939	84,798